



# ***SAMHSA-HRSA Center for Integrated Health Solutions***

## **Life After PBHCI: Cohort I Webinar on Grant Close Out, No Cost Extensions, and Sustaining Integrated Services**

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**Jenny Crawford, CIHS**

**June 17, 2013**



# Agenda

- Closing Out PBHCI
- No-Cost Extension
- GPO Comments
- Review of Sustainability Tools – Staffing Profile, Checklist, Budget Spreadsheet
- Questions and Answers



# Closing out PBHCI

- TRAC
  - Regarding data entry: Grantees do not need to discharge all of their consumers as the grant ends. When a grant is ending, grantees just continue data collection as normal until the grant ends.
  - Grantees have access to their data for 30 days after their grant ends. Meaning, grantees have 30 days to run reports, download client level data, etc, after the grant ends.

# Closing out PBHCl

- Reporting
  - Quarterly report: For the report due July 31, grantees will be asked to submit a completed “sustainability checklist” to their GPO. Grantees are welcome to also submit the traditional quarterly report, but it is not required.
  - Quarterly report: Grantees will be required to submit their quarterly report on October 31, 2013 (emailed to their GPO), covering the period from July 1, 2013 to September 30, 2013
  - Final report: Grantees will be required to submit a final report 90 days after their grant ends. This should be submitted via email to their GPO. The format for this 7-10 page report will be provided shortly.

# What is a No-Cost Extension?

- A limited period of time beyond the project end date (requires approval from SAMHSA's Grants Management Officer).

Grantees may request a one-time extension of up to 12 months for the following reasons:

- To permit orderly phase-out of the grant.
- If additional time is needed to fully complete program plans and objectives proposed in the original application.

# No-Cost Extension

- A no-cost extension is not guaranteed.
- Each request will be reviewed on a case-by-case basis.

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SAMHSA will ***NOT*** approve extension requests if the primary justification of the proposed extension is to permit the use of unobligated balances of funds.

# To Submit a No-Cost Extension request, please follow the instructions below:

- Grantees must submit a request for an extension to SAMHSA ***no later than 60 days prior*** to the expiration date of the project period.
- Request must address the following points: (1) Explain why you did not accomplish your program goals. (2) Duration of the requested extension. (3) The amount of federal funds to be used. (4) What you intend to accomplish programmatically in the requested amount of time.
- Budget Narrative Justification: Provide a breakdown of all costs for the anticipated extension period only. [http://samhsa.gov/Grants/AppCont/Sample\\_Budget\\_NoMatch\\_V2.pdf](http://samhsa.gov/Grants/AppCont/Sample_Budget_NoMatch_V2.pdf)
- SF 424A Budget Information Form
  - <http://apply07.grants.gov/apply/forms/sample/SF424A-V1.0.pdf>
- Estimated Federal Financial Report (FFR) (SF 425), which documents total unobligated funds.
- The above documents should be emailed to the Government Project Officer & Grants Management Specialist (no need to mail original documents).

# Questions?

You may contact your designated Government Project Officer or myself with any questions.

Sal

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# **Review of Sustainability Tools**

**Jenny Crawford, Deputy Director  
SAMHSA-HRSA Center for Integrated Health Solutions**



## Technical Assistance & Training for Graduated Sites

- One hour of targeted technical assistance by CIHS
- Invitation to join a PBHCI LinkedIn networking group
- Invitation to become members of the consulting pool and to be potential mentors for other PBHCI grantees
- Invitation to attend the annual PBHCI annual and regional grantee meetings
- Recognition in a special edition of eSolutions in 2014 - where are they now,
- Featured on a dedicated page of the CIHS website.
- Ongoing access to webinars, CIHS website, Listserv



# For questions about these tools, contact

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# Q & A

